



# CORDELIA FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS

### REGULAR MEETING MINUTES

June 14, 2022, at 6:00 p.m.

Cordelia Fire Protection District  
2155 Cordelia Road  
Fairfield, CA. 94534

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1. OPENING CEREMONIES: \*\*\* Meeting was called to order

- a. Call to Order \*\*\*6:06 pm
- b. Pledge of Allegiance \*\*\*Conducted
- c. Roll Call \*\*\*All Board Members present except for Director McAlister

2. ADOPTION OF THE AGENDA:

\*\*\*Approved unanimously on motion of Director Langstaff and seconded by Director Frische.

3. APPROVAL OF MINUTES:

- a. Review and approval of Special Meeting Minutes of May 27, 2022, and June 5, 2022  
\*\*\*A motion was made by Director Frische to approve the special meeting minutes of May 27, 2022, and June 5, 2022, as presented. The motion seconded by Director Senior.

4. PUBLIC FORUM:

Public comment on any item not otherwise appearing on the agenda is invited during the Public Forum. If the matter brought before the Board requires a collective decision by a majority of the members of the Board, the matter may be received and then forwarded to staff, or a Director for recommendation and report at a subsequent meeting. This procedure is necessary to comply with the Ralph M. Brown Act (Open Meeting Law). Items brought under this category may be limited to five (5) minutes per subject and speaker. Please state your name and address for the record.

5. CONSENT AGENDA:

- a. Review and ratification of District accounts payable transmittals for May 2022  
\*\*\*Board reviewed and approved on motion of Director Langstaff and seconded by Director Frische.

6. BOARD COMMITTEE REPORTS:

- a. Special Tax – Vice Chairman Frische & Director Langstaff  
\*\*\*Discussion was held on ARNB units in the district by Carl Hakenen, units are a risk issue for the County. Mr. Hakenen had maps that showed the location of the ARNBs. Chairman Dittmer agreed, table topic for next month for the County
- b. Budget – Vice Chairman Frische and Chairman Dittmer  
\*\*\*Updated board on the preliminary budget for next fiscal year.
- c. Policies & Admin. – Director Langstaff & Director McAlister  
\*\*\*None
- d. Operations & Equipment – Chairman Dittmer & Director McAlister  
\*\*\*None
- e. Facilities – Director Senior & Director McAlister  
\*\*\*None

## 7. OLD BUSINESS:

- a. Green Valley Fire Safe Council Update
  - \*\*\*Chief Carpenter said that they have completed 400 surveys in the Green Valley Road area, 50 reinspections and there are 8 ambassadors.
- b. Fire District Reorganization Update
  - \*\*\*Chairman Dittmer said that at the last meeting, both Cities and Districts along with Labor unions meet, not much progress. Discussion to have a county wide dispatch.
- c. Fundraising Update
  - \*\*\* None
- d. Update regarding the hearing process for homeowners prior to abatement action taken upon them by County Code Enforcement
  - \*\*\*Discussion was held on concern on the policy procedure for abatement action, there should be a three member committee (Chief, Director, Green Valley Association member, Mark) to review process.
- e. Discussion and approval of resolution 2202-07 authorizing purchase of machinery for the provision of the CalFire Shaded Fuel Break Project
- f. Ratify actions of the May 17, 2022, Special Meeting interrupted by an electronic communications issue
  - i. Discussion and approval of the CalFire Shaded Fuel Break Budget, Resolution 2022-11
  - ii. Discussion and approval of CalFire Form 719 – Hold Harmless Agreement
    - \*\*\*Add insured; contractor carries insurance, scope of work, Board agrees agreement is needed
  - iii. Authorize Carl Hakenen to work with Solano County to resolve 5 identified parcel not in our district
    - \*\*\* Carl Hakenen said that there are five parcels that are listed on the tax rolls, parcels need to be addressed to have them detached either to Benicia or Vallejo, LAFCO will need to review these parcels, Chief Carpenter to manage this and proceed. Board members agreed to continue researching options.

## 8. NEW BUSINESS:

- a. Discussion on potential Future Fire/EMS Service Delivery Options
- b. Register of Voters Requirements – Discussion and approval of Resolution 2022-09, Cordelia Fire Protection District Boundaries
  - \*\*\*Discussion was held on this topic and more information is needed to proceed. Director Langstaff said that County Counsel need to research this topic.
- c. Firefighter Association annual report and donation request
  - \*\*\*Association member gave a brief report and then requested a donation of \$1,500.00 to pay for the annual dues to the Solano County Firemen’s Association. A motion was made by Director Senior to approve the donation of \$1,500.00, the motion was seconded by Director Langstaff.
- d. Discussion and Action regarding annual Appropriations Limit Resolution 2022-10
  - \*\*\*Chairman Dittmer said that this is done every year. Director Frische made a motion to approve Resolution 2022-10, and the motion was seconded by Director Langstaff.
- e. Discussion and approval of Potentiate, LLC contract
  - \*\*\*Contract is still being worked on, hiring of subcontractors.

9. COMMUNICATIONS/CORRESPONDENCE:

\*\*\*None

10. STAFF COMMENTS & REPORTS:

- Firefighters Association  
\*\*\*Association said that they are planning a BBQ on July 23<sup>rd</sup> along with Vacaville District at their station on Vine Street.
- Apparatus Update  
\*\*\*Air trailer is down for a small maintenance, once repaired, Chief Carpenter would like to sell it
- Call Response  
\*\*\*Responded to a mutual aid, Captain Smith and a new recruit did an excellent job.
- Staffing Update  
\*\*\*staffing is up and down but it is okay
- Monthly Training  
\*\*\*Have been doing training with Fairfield fire and it is going very well
- Cost Recovery  
\*\*\*None

11. CHAIRMAN'S COMMENTS:

\*\*\*Comments made.

12. BOARD MEMBER COMMENTS:

\*\*\*Comments made

13. ANNOUNCEMENTS:

\*\*\*None

14. NEXT BOARD MEETING:

a. July 12, 2022, 6:00 pm

15. ADJOURNMENT:

\*\*\*On motion of Director Frische and seconded by Director Langstaff, the meeting was adjourned at 8:05 pm